
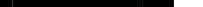

















2008-Pay-2009 Assessment/Tax Billing Cycle - Knox County - Updated Tue 10/20/09

ID	Task Complete?	Task Name	Actual/Projected Start Date	Actual/Projected Finish Date	Task Deadline	On Time Status	2008	2009	2010
							J F M A M J J A S O N D	J F M A M J J A S O N D	J F M
0		2008-Pay-2009 Assessment/Tax Billing Cycle - Knox County	NA	NA	NA				
1	✓	Submit 2007-pay-2008 real and personal property data to DLGF/LSA	Mon 3/10/08	Mon 3/10/08	Mon 10/1/07				
2	✓	Validate all 2007 sales disclosures and submit data to DLGF/LSA	Tue 3/11/08	Mon 3/16/09	Fri 2/29/08				
3	✓	Prepare ratio study and submit workbook and ratio study to DLGF	Tue 2/17/09	Tue 2/17/09	Fri 5/23/08				
4	✓	Review and approve county ratio study	Tue 2/17/09	Fri 3/27/09	Fri 5/30/08				
5	✓	Apply trending factors, review assessed values, and deliver final AV t	Mon 3/30/09	Tue 4/28/09	Tue 7/1/08				
6	✓	Apply deductions and exemptions	Wed 4/29/09	Tue 5/26/09	Tue 7/29/08				
7	✓	Submit TIF Neutralization forms (if applicable)	Wed 4/29/09	Mon 6/15/09	Tue 7/29/08				
8	✓	Review and approve TIF Neutralization	Mon 6/15/09	Mon 6/15/09	Thu 7/31/08				
9	✓	Certify net assessed values to DLGF	Fri 5/29/09	Tue 6/16/09	Fri 8/1/08				
10	✓	Prepare Form 15 data and submit to DLGF	Wed 10/22/08	Wed 10/22/08	Fri 10/31/08				
11	✓	Prepare data extract files and submit 2008-pay-2009 real and persona	Wed 4/29/09	Mon 5/4/09	Mon 12/1/08				
12	✓	Adopt budgets, levies and rates	Mon 3/30/09	Fri 5/29/09	Mon 12/1/08				
13	✓	File budgets with County Auditor	Mon 6/1/09	Tue 6/2/09	Wed 12/3/08				
14	✓	Advertises adopted rates (TAB Rate Chart)	Wed 6/3/09	Fri 6/12/09	Mon 12/15/08				
15	✓	Work unit budgets, levies, rates, and certify county budget order	Wed 6/17/09	Wed 8/19/09	Mon 2/16/09				
16	✓	Prepare abstract and tax duplicate, and submit 2008-pay-2009 tax billi	Thu 8/20/09	Wed 9/2/09	Mon 3/16/09				
17	✓	Prepare and mail tax bills	Thu 9/3/09	Wed 9/16/09	Fri 4/24/09				
18	✓	Publish tax rates - 1st advertisement	Wed 9/16/09	Wed 9/16/09	Fri 4/24/09				
19	✓	Publish tax rates - 2nd advertisement	Thu 9/17/09	Wed 9/23/09	Fri 5/1/09				
20	✓	Publish tax rates - 3rd advertisement	Thu 9/24/09	Wed 9/30/09	Fri 5/8/09				
21	✓	Tax billing lead time- full year installment	Wed 9/30/09	Sat 10/3/09	Tue 11/10/09				
22		Tax bills due - full year installment	Tue 11/10/09	Tue 11/10/09	Tue 11/10/09				
23		Make full year property tax distribution	Wed 11/11/09	Wed 12/30/09	Thu 12/31/09				

On Time Status: Green = On Time or early Yellow = 1-90 days late Red = 91+ days late	Task		Summary		Rolled Up Baseline Milestone		Project Summary	
	Progress		Rolled Up Task		Rolled Up Progress		Group By Summary	
	Baseline		Rolled Up Milestone		Split		Deadline	
	Milestone		Baseline Summary		Baseline Split			
	Baseline Milestone		Rolled Up Baseline		External Tasks	